

STATEWIDE
NATIONAL GUARD OF ARIZONA
HUMAN RESOURCE OFFICE
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495
PHONE (602) 629-4800; DSN 853-4800
WEBSITE: <http://dema.az.gov/>

TITLE 32 EXCEPTED
TECHNICIAN VACANCY ANNOUNCEMENT

NATIONAL GUARD MEMBERSHIP IS REQUIRED: This is an excepted service position that requires membership in a compatible military assignment in the National Guard. Selectee will be **required to wear the military uniform.**

ANNOUNCEMENT NUMBER: 20-191T OPENING DATE: 13-Apr-20 CLOSING DATE: 28-Apr-20

POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:

IT Specialist (SYSADMIN), GS-2210-11, E-4/SPC - E-7/SFC, W-1/WO1 - W-3/CW3, O-1/ 2LT - O-3/CPT, PARA/LN: 1224-009

APPOINTMENT FACTORS: OFFICER ☒ WARRANT OFFICER ☒ ENLISTED ☒

KNOWN PROMOTION POTENTIAL: NONE

SALARY RANGE:

\$66,311.00-\$86,203.00 PA

SUPERVISORY ☐ MANAGERIAL ☐

NON-SUPERVISORY/NON-MANAGERIAL ☒

LOCATION OF POSITION:

Chief of Information Office (G-6), Phoenix, Arizona

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be received by close of business (1530 MST) on the closing date shown above or if mailed postmarked no later than the closing date. The Human Resources Office will not accept applications that are mailed at government expense, exceptions to hard-copy delivery may be considered on case-by-case basis. Please contact 602-629-4826/4834 for consideration. Faxed applications will not be accepted.

AREA OF CONSIDERATION:

This position is in the Federal/Excepted Civil Service and is **open to current members in the Arizona Army National Guard.** Individual selected will receive a **Permanent Appointment** after successful completion of a one year trial period. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results.

INSTRUCTIONS FOR APPLYING: Individuals applying for vacancies with the Arizona National Guard may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Application documents must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary.

Applicants **MUST** submit a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement) or a separate document explaining how they meet each Knowledge, Skill and Ability listed below and a Resume or the Optional Form 612. Applicant **MUST** submit complete ERB/ORB and/or other documentation to verify possession of MOS.

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending

dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Army National Guard, in a military unit supporting G-6 and must possess the following MOS: 25 series

- Federal employment suitability as determined by a background investigator.
- May be required to successfully complete a probationary period.
- Participation in the Direct Deposit/Electronic Funds Transfer Program.
- Military Uniform must be worn.
- Applicants must maintain membership and employment in the National Guard in the military grade listed in this announcement.
- Applicants must be able to obtain and maintain Security+ Certification within 6 months of effective date.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

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| Relocation Incentive may be offered: | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |
| PCS may be offered: | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |

NOTES:

Note: This position is subject to rotating shifts, night shifts, and weekends/holidays.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:

Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

1. Ability to install and configure a variety of operating systems (ex. Microsoft Server OS, Windows OS, Linux / Unix etc.) on desktops and servers.
2. Knowledge of project management techniques and tools sufficient to provide technical guidance on the implementation of emerging technologies.
3. Skills in managing Active Directory, DNS, DHCP, and Exchange.
4. Knowledge of the principles and methods used for planning and managing the implementation, update, and integration of the Windows Server environment.
5. Ability to manage domain structure with multiple servers in the physical and virtual settings.
6. Knowledge of COOP and ability to build and plan disaster recovery services in the server environment.

SPECIALIZED EXPERIENCE: Must possess at least **36** months of experience, education, or training that approaches techniques and requirements appropriate to an assigned computer applications area or computer specialty area in an organization. Experience planning the sequence of actions necessary to accomplish the assignment where this entailed coordination with others outside the organizational unit and development of project controls. Experience that required adaptations of guidelines or precedents to meet the needs of the assignment. Experience preparing documentation on cost/benefit studies where is involved summarizing the material and organizing it in a logical fashion.

BRIEF JOB DESCRIPTION: This position is located at the G-6, Phoenix, Arizona. The purpose of the position is to serve as a systems administrator on one or more of the systems maintained/administered throughout the state. The systems administered involve multiple computers that use multiple operating systems. The incumbent is responsible for installing and testing the system security configuration and monitoring, operating, troubleshooting and maintaining server hardware and software. Develops, modifies, and tests overall system backup and recovery strategies for assigned systems. Serves as a technical focal point for the installation and configuration software on domain servers. Serves as a systems administrator responsible for planning, coordinating, modifying, implementing, and troubleshooting in order to meet customer needs. Work pertains to the administration of all systems, including a myriad of associated hardware platforms,

software applications and numerous interfaces included in the Local Area Network (LAN) and Wide Area Network (WAN). Serves as a technical focal point on multiple operating systems and computer platforms. Analyzes, evaluates, and recommends hardware/software changes to various computer systems. Implements systems software changes, operating system releases and maintains the operational status of systems. Performs other duties as assigned.

SELECTING OFFICIAL: MAJ Braulio Pisano
